

Cease and Desist Letter

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request that you cease and desist from the unauthorized use of [describe the specific work or trademark], which I own the rights to. It has come to my attention that you have [describe how the unauthorized use is occurring, e.g., using my copyrighted material, trademark, etc.].

Your actions not only infringe upon my rights but also create confusion and dilute the value of my intellectual property. I demand that you immediately stop using [specific work or trademark] and refrain from any further unauthorized usage.

If you do not comply with this request within [specify a timeframe, e.g., 10 days], I will be forced to take appropriate legal action to protect my rights.

Thank you for your immediate attention to this matter. I hope to resolve this issue amicably.

Sincerely,
[Your Name]